

Section 508 Determination and Findings for Purchase Requests
Short Version
06/04/01

SECTION 1: Do I have a need that potentially relates to information technology (IT) as a procurement deliverable?

☐ **No - Complete certification line below and attach this document to your purchase request. Read Sections 2 and 3 but do not certify to them.**

☐ **Yes - Proceed to Section 2.**

SECTION 2: Do I have an EIT procurement requirement in my purchase request?

☐ **No - Complete certification line below and attach this document to your purchase request. You are finished.**

☐ **Yes - Proceed to Section 3.**

SECTION 3: Is it an EIT Exception?

☐ **No - Proceed to Section 4.**

☐ **Yes - Place an "X" before the applicable exception(s), complete the certification line below, and attach this document to your purchase request. You are finished.**

☐ **EIT operated by agencies, the function, operation or use of which involves intelligence activities, cryptographic activities related to national security, command and control of military forces, equipment as an integral part of a weapon or weapon system; or systems critical to the direct fulfillment of military or intelligence missions**

☐ **Products to be acquired by a contractor incidental to a contract**

☐ **Products or components of products that would require a fundamental alteration in their nature**

☐ **Products located in spaces frequented only by service personnel for maintenance, repair or occasional monitoring**

☐ **A one-time purchase that totals \$2,500 or less, made on the open market, not under an existing contract (micro-purchases made as part of a larger requirement exceeding \$2,500 are subject to Section 508).**

SECTION 4: Can I procure a compliant product from the commercial marketplace?

<input type="checkbox"/> No - Proceed to Section 5.
<input type="checkbox"/> Yes - Complete the certification line below and attach this document to your purchase request. You are finished.

SECTION 5: Will a commercial or non-commercial fully compliant product be produced in response to my solicitation?

<input type="checkbox"/> No - Proceed to Section 6.
<input type="checkbox"/> Yes - Complete the certification line below and attach this document to your purchase request. You are finished.

SECTION 6: Is it a commercial product by FAR definition?

<input type="checkbox"/> No - Complete the EIT Undue Burden Determination and Certification, attach it to this document, and affix both to your procurement request. You are finished.
<input type="checkbox"/> Yes - Complete the EIT Commercial Non-Availability Certification for a less than fully compliant product, attach it to this document and affix both to your procurement request. You are finished.

CERTIFICATION:

Signature	Printed Name	Date	Phone Number
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